अपंग व्यक्तींना अडथळा विरहीत वातावरण निर्मितीसाठी सार्वजनिक ठिकाणे / इमारतींचे परीक्षण (Access Audit) करणेबाबत.

महाराष्ट्र शासन
सामाजिक न्याय,सांस्कृतिक कार्य, क्रीडा व विशेष सहाय्य विभाग,
शासन परिपत्रक क्र :इडीडी-२००३/प्र.क्र.२२४/सुधार-३,
मंत्रालय विस्तार भवन,मुंबई ४०० ०३२.
दिनांक : २ डिसेंबर,२००३

शासन परिपत्रक :- अपंग व्यक्ती (समान संधी, हक्कांचे संरक्षण आणि संपूर्ण सहभाग) अधिनियम १९९५ कायद्याची अंमलबजावणी राज्यात सुरु असून या कायद्यातील तरतूदींची प्रभावी अंमलबजावणी करण्याकरीता महाराष्ट्र राज्याने महाराष्ट्र राज्य अपंग कल्याण कृती आराखडा २००१ तयार केलेला आहे व त्याची राज्यात अंमलबजावणी सुरु आहे. कायद्यातील प्रकरण ७ कलम ४६ प्रमाणे अपंग व्यक्तींना मुक्त संचार करता यावा याकरीता सार्वजनिक ठिकाणामध्ये अडथळा विरहीत वातावरणाची निर्मिती करणे ही शासनाची व स्थानिक स्वराज्य संस्थांची जबाबदारी आहे. त्यादृष्टीने सार्वजनिक ठिकाणी अडथळा मुक्त वातावरण निर्माण करुन देण्यात यावेत असे निर्देश आहेत. ही जबाबदारी पार पाडण्यासाठी राज्यातील सर्व सार्वजनिक ठिकाणांची अडथळा मुक्त वातावरणाच्या अनुषंगाने परिक्षण करणे आवश्यक आहे.

२. परिक्षणासाठी ॲक्सेस ऑडीटचा नमुना सोबत जोडला आहे. त्यानुसार जिल्हयातील सर्व सार्वनिक ठिकाणांचे परिक्षण करावयाचे आहे.

३. तेव्हा वरीलप्रमाणे अपंग व्यक्तींना सहज वावरता यावे यासाठी अडथळा विरहीत वातावरण निर्मितीसाठीच्या सुविधा आपल्या जिल्हयातील सार्वजनिक (मुंबई पोलिस अधिनियमानुसार "Public Places" च्या व्याख्येमध्ये मोडणाऱ्या सर्व इमारती व ठिकाणे) जागांमध्ये उपलब्ध करुन देण्याच्या दृष्टीने जिल्हा व तालुका पातळीवर तपासणी पथक (ॲक्सेस ऑडीट टिम) तयार करुन सार्वजनिक इमारतीची तपासणी करण्यात यावी. तसेच या इमारती अडथळा विरहीत करण्यासाठी जिल्हयाचा कृती कार्यक्रम तयार करणेत यावा. यासाठी संबंधीत जिल्हाधिकारी यांनी त्यांच्या अधिकार क्षेत्रातील जिल्हास्तरावरील कार्यालयाची तपासणी करण्याकरीता खालीलप्रमाणे तपासणी पथके(Access Audit Team) गठीत करावीत.:-

जिल्हा क्षेत्रासाठी (मुंबई व उपनगरे वगळून)

१. अपर जिल्हाधिकारी -पथक प्रमुख
२. अतिरिक्त मुख्य कार्यकारी अधिकारी, जिल्हा परिषद - सदस्य
३. कार्यकारी अभियंता सार्वजनिक बांधकाम विभाग - सदस्य

Note

४. कार्यकारी अभियंता, सार्वजनिक बांधकाम विभाग जिल्हा परिषद - सदस्य
५. ज्या जिल्हयात महानगरपालिकेचा समावेश आहे त्या ठिकाणी आयुक्तांनी नामनिर्देशित केलेले अधिकारी - सदस्य
६. अंध, मुकबधिर,अस्थिव्यंग व मतीमंद व्यक्तींचे प्रतिनिधीत्व करणारी प्रत्येक प्रवर्गातील एक व्यक्ती (संबंधित क्षेत्रांत काम करणा-या नामवंत संस्थांचे प्रतिनिधी अथवा प्रतिथयश व्यक्ती) अशा एकूण ४ व्यक्ती. - सदस्य
७. विशेष जिल्हा समाजकल्याण अधिकारी -सदस्य सचिव

<u>मुंबई जिल्हा व उपनगर जिल्हयांतील क्षेत्रासाठी</u>

१. महानगरपालिकेतील शहर अभियंता -पथक प्रमुख
२. महानगरपालिकेतील मुख्य अभियंता (रस्ते)
(क्रमांक १ व २ मधील जेष्ठ अधिकारी पथक प्रमुख राहील.)
३. मुख्य वास्तुशास्त्रज्ञ यांचे प्रतिनिधी -सदस्य
४. आर्किटेक्ट असोसिएशन यांचे प्रतिनिधी -सदस्य
५. कार्यकारी अभियंता, सा.बां.विभाग (मुख्य अभियंता यांनी नामनिर्देशित केल्यानुसार) -सदस्य
६. अपंगांच्या प्रत्येक प्रवर्गाचा प्रतिनिधी(४ व्यक्ती) -सदस्य
७. जिल्हाधिकारी यांचे प्रतिनिधी - सदस्य
८. विशेष जिल्हा समाजकल्याण अधिकारी -सदस्य सचिव

४. पथक गठीत करण्याची कार्यवाही डिसेंबर महिन्याच्या दुसऱ्या आठवडयात करुन या पथकातील सदस्यांना ॲक्सेस ऑडीट करण्यासाठी प्रशिक्षण देण्याकरीता डिसेंबर महिन्याच्या दुसऱ्या पंधरवडयात प्रशिक्षण कार्यशाळा आयोजित करावी व त्याचे समन्वय अपंग कल्याण आयुक्तालयाने करावे. तसेच प्रशिक्षणासाठी साधने व पारंगत व्यक्ती त्या कार्यालयामार्फत उपलब्ध करुन देण्यात येतील. समिती गठण व पुढील कार्यवाही जिल्हा अपंग कल्याण समिती यांनी करावी.

५. प्रशिक्षण दिल्यानंतर सदरहू तपासणी पथकाकडून जिल्हयाच्या ठिकाणी असलेल्या सर्व शासकीय , निमशासकीय व सार्वजनिक ठिकाणचे ॲक्सेस ऑडीट डिसेंबर व जानेवारी अखेर पर्यंत पूर्ण करुन त्याचा अहवाल आयुक्त, अपंग कल्याण, महाराष्ट्र राज्य, पुणे यांना सादर करावा. प्रथम टप्प्यात जिल्हयाचे ठिकाणी ॲक्सेस ऑडिट करावे व त्या ऑडिटचा आलेला अनुभव लक्षात घेऊन तालुक्याच्या ठिकाणी ॲक्सेस ऑडिट करण्याबाबत कार्यवाही करावी. तालुक्याच्या ठिकाणच्या शासकीय व निमशासकीय कार्यालयाच्या इमारतीचे ॲक्सेस ऑडीट जानेवारी अखेर पूर्ण करुन त्याचा अहवाल आयुक्त, अपंग कल्याण, महाराष्ट्र राज्य,पुणे यांना सादर करावा. तसेच जिल्हा व तालुक्यातील इतर शाळा महाविद्यालये, आरोग्य केंद्रे, पुनर्वसन व सामाजिक संस्थांच्या इमारतीचे

Note

ॲक्सेस ऑडीट जानेवारी अखेर पूर्ण करावे व त्याचा अहवाल आयुक्त, अपंग कल्याण, महाराष्ट्र राज्य, पुणे यांना सादर करावा.

६. या कामी आपण आपल्या जिल्हयातील बिल्डर्स असोसिएशन, आर्कीटेक्चर्स असोसिएशन तसेच स्वयंसेवी संस्थांचा सहभाग घ्यावा. सदरहू कार्यक्रम विहीत कालावधीत पूर्ण करण्याच्या दृष्टीने आपण व्यक्तीशः लक्ष देऊन कार्यवाही करावी.

७. हे परिपत्रक सार्वजनिक बांधकाम विभागाशी सल्लामसलत करुन निर्गमित करण्यांत येत आहे.

महाराष्ट्राचे राज्यपाल यांचे आदेशानुसार व नांवाने,

(डॉ.मुन्शीलाल गौतम)
प्रधान सचिव,सामाजिक न्याय

प्रति,
१.सर्व विभागीय आयुक्त.
२.सर्व जिल्हाधिकारी .
३. आयुक्त, अपंग कल्याण, महाराष्ट्र राज्य,पुणे.
४. सर्व मुख्य कार्यकारी अधिकारी, जिल्हा परिषद.
५. सर्व मंत्रालयीन विभाग
६. निवड नस्ती सुधार-३.

12.7 Access Audit Forms

ACCESS AUDIT FORM FOR EXTERNAL ENVIRONMENT

Name of the Building: ____________________

Address: ____________________

Telephone: ____________ Date of Survey: ____________

Name of Surveyor: ____________________

A	CAR PARK	Y/N	RECOMMENDATIONS
	Is there an accessible parking for people with disabilities?		
	Is the number of accessible parking enough?		
	Is accessible parking within 50.00m from the building?		
	Is there accessible indoor parking located closest to accessible elevators?		
	Is the international symbol of access imprinted on the parking?		
	Is there a vertical, visible signboard indicating that the lot is for use by a disabled driver only?		
	Do curb ramps connect accessible parking spaces with side curbs?		
	If there are no curb cuts, then		

(2)

	o Is it easy to operate the cooler tap? o Is there proper drainage to keep the area dry around the water cooler?		
E	**PATHWAYS**	**Y/N**	**RECOMMENDATIONS**
	o Is the pathway clear of all obstructions?		
	o Is the pathway clear of steps and stairs?		
	o Are there guiding lines installed along the line of travel?		
	o Are there warning blocks around any obstruction?		
	o Is the path at least 900mm wide?		
	o Is the surface level, smooth and non slippery?		
	o Does the pathway have a different color and texture than the adjacent surface?		
	o Are all manholes placed outside the pedestrian path travel?		
	o Are the grating openings narrow, not more than 13mm?		
	o Are the gratings perpendicular to the direction of travel?		

		Y/N	RECOMMENDATIONS
	○ Is there an edge protection along the pathway minimum of 13mm?		
F	**CURB CUTS**	**Y/N**	**RECOMMENDATIONS**
	○ Are curb ramps provided at all level differences between the road surface and pathway level: 1. Pedestrian crossings? 2. Accessible parking space? 3. Building entrances?		
	○ Are curb ramps located at each corner of street intersections?		
	○ Is every curb ramp faced by another curb ramp on the opposite side of the street?		
	○ Is the slope of the curb ramp no more than 1:12?		
G	**PEDESTRIAN CROSSINGS**	**Y/N**	**RECOMMENDATIONS**
	○ Is the road surface even and slip-resistant at pedestrian crossings?		
	○ Are pedestrian traffic lights installed?		
	○ Do traffic lights have both audible and visual signals?		
	○ Are push-buttons located at a maximum height of 1200mm?		
	○ Do traffic islands have street-		

○ Is there an edge protection along the pathway minimum of 13mm?		

F	CURB CUTS	Y/N	RECOMMENDATIONS
	○ Are curb ramps provided at all level differences between the road surface and pathway level: 1. Pedestrian crossings? 2. Accessible parking space? 3. Building entrances?		
	○ Are curb ramps located at each corner of street intersections?		
	○ Is every curb ramp faced by another curb ramp on the opposite side of the street?		
	○ Is the slope of the curb ramp no more than 1:12?		

G	PEDESTRIAN CROSSINGS	Y/N	RECOMMENDATIONS
	○ Is the road surface even and slip-resistant at pedestrian crossings?		
	○ Are pedestrian traffic lights installed?		
	○ Do traffic lights have both audible and visual signals?		
	○ Are push-buttons located at a maximum height of 1200mm?		
	○ Do traffic islands have street-		

ACCESS AUDIT FORM FOR INTERNAL ENVIRONMENT

Name of the Building:

Address:____

Telephone: Date of Survey:

Name of Surveyor:____________________________________

A	MAIN ENTRANCE	Y/N	RECOMMENDATIONS
	Is the main entrance of the building accessible?		
	Are there any steps at the entrance?		
	Do the steps have a hand railing?		
	Are there railings on both the sides?		
	Is there a ramp?		
	Does the ramp have a railing?		
	Is the railing on both the sides?		
	Is the clear door width at least 900mm?		
	Can the entrance door be operated independently?		
	Is the height of the door handle between 900mm and 1100mm?		
	Does the accessible entrance		

	permit access to an elevator?		
	Is the accessible entrance clearly identifiable?		
	Is the landing surface non-slippery?		
B	**DOORS**	**Y/N**	**RECOMMENDATIONS**
	Can the doors be operated without much effort?		
	Do automatic doors have sufficiently long opening intervals?		
	Are push buttons for automatic doors located at a maximum height of 1200mm? (not exceeding 1300mm)		
	Is there sufficient space beside the latch side of the door? (minimum 300mm)		
	Are accessible doors placed adjacent to revolving doors and turnstiles?		
	Are glazed doors marked with a colored band at eye level?		
	Is minimum clear width of interior doors at least 800mm?		
	For double leaf doors, is the width of one of the leaves at least 800mm?		
	Do doors fitted with spring closers have an extra pull		

		Y/N	RECOMMENDATIONS
	handle? o Is manual door hardware (handle, Lock, pulls etc.) located no higher than 1200mm (not exceeding 1400mm)? o Are door mats flush with the floor surface and secured to the floor at all edges? o Is the threshold no more than 20mm high and beveled?		
C	**CORRIDORS**	**Y/N**	**RECOMMENDATIONS**
	o Is the minimum unobstructed width of corridors at least 900mm? o Does the corridor width allow maneuvering through doors located along its length? o Are differences in level bridged by ramps or lifts? o Can a sightless person with a cane detect all protruding objects within the corridor? o Are all overhanging obstructions mounted at a minimum height of 2000mm? o Can a person with partial sight easily identify all obstacles in the corridor?		

D	ELEVATORS	Y/N	RECOMMENDATIONS
	○ Is there an accessible path leading to the elevator?		
	○ Is the clear door opening width more than 900mm?		
	○ Are the minimum internal dimensions of the elevator at least 1200mm x 1400mm?		
	○ Is the height of the call button (outside the lift) between 900mm and 1100mm?		
	○ Is the control panel placed at a height of between 900mm and 1200mm from the floor level?		
	○ Is there an audio and visual system installed in the lift indicating arrival at a floor?		
	○ Are there Braille/raised numbers (for visually impaired persons) to use the control panel?		
	○ Is the elevator provided with hand rails on three sides?		
	○ Are the handrails mounted at a height between 800mm and 900mm?		
	○ Is the elevator door easy to identify?		
	○ Is the emergency intercom usable without voice communication?		

	o Are there tactile or Braille instructions for the communication system?		
	o Is the door opening/closing interval long enough?		
	o Is the finish of the elevator floor skid-resistant?		
E	**STAIRS**	**Y/N**	**RECOMMENDATIONS**
	o State where the stairs are located.		
	o Is the minimum width of stairs 900mm?		
	o Are there continuous handrails on both sides of the stairs at the height of 800mm to 900mm?		
	o Is a handrail installed in the center if the stair width is more than 3000mm?		
	o Is there a landing located after the stairs cover a level difference of more than 2500mm?		
	o Is the landing length not less than 1200mm?		
	o Do the stairs have a nosing?		
	o Is the nosing of a different texture or color to be identifiable by visually impaired persons?		

	o Are there warning blocks installed at the beginning and end of all flights? o Is the location of the stairs clearly identifiable? o Is the location of emergency stairs clearly identifiable? o Do treads have a non-slip surface?		
F	**SLOPE RAMPS**	**Y/N**	**RECOMMENDATIONS**
	o Is there a ramped route next to the stairs? o Is the ramp gradient no steeper than 1:12? o Is there a landing of at least 1200mm length, at 10,000mm intervals? o Is there a landing at every change in direction? o Is there a landing at top and bottom of every ramp? o Are there continuous handrails on both sides at the height of 800mm to 900mm? o Is the width of the ramp at least 900mm? o Is the surface of the ramp slip-resistant? o Is the location of the ramp clearly identifiable?		

		Y/N	RECOMMENDATIONS
	○ Is there an edge protection on both sides of the ramp?		
G	HANDRAILS	Y/N	RECOMMENDATIONS
	○ Are handrails mounted at a height between 850mm and 900mm?		
	○ Are handrails easy to grip?		
	○ Are railings securely attached?		
	○ Do handrails extent horizontally between 300mm and 450mm at the top and bottom of every staircase or ramp?		
	○ Are the endings of the handrail grouted into the ground or turned downwards?		
	○ Are handrails continuous throughout the full length of ramps and stairs?		
	○ Are low windows at landings protected by railings?		
	○ Is the space between the handrail and the wall no less than 40mm for smooth walls, and 60mm for rough textured walls?		
	○ Are the handrails painted in contrasting colors to be easily identifiable?		
	○ Are there tactile strip identifications on the handrails		

for emergency stairs?		

H RESTROOMS	Y/N	RECOMMENDATIONS
○ Are there separate restrooms for disabled people?		
○ Are the restrooms easily identifiable?		
○ Is there sufficient space inside the restrooms to maneuver a wheelchair?		
○ Do individual washrooms have clear dimensions between opposite walls of not less than 1750mm?		
○ Are water closets and bidets mounted at a height between 450mm and 500mm?		
○ Is the space between the toilet seat and the closet adjacent wall fitted with a grab bar between 450mm and 500mm?		
○ Is the accessible wash basin mounted at a height between 800mm and 850mm?		
○ Is the lower edge of the mirror positioned at a height not exceeding 1000mm?		
○ Are the accessible showers and bathtubs provided with folding seats?		
○ Is the floor of tub slip-resistant?		

Are grab bars installed in water closets, bath tubs, and showers at a height of 850mm and 950mm?		
Do grab bars have a diameter between 30mm and 40mm?		
Do wall mounted grab bar have a clearance between 35mm and 40mm?		
Are grab bars non-slippery?		
Can the grab bars withstand the load?		
Are faucets easy to grip and operate with one hand?		
Are shower fixtures with at least 1500mm long hoses?		
Are hot water pipes insulated or covered?		
Is the rest room equipped with an alarm system?		
Can doors be locked from inside and releasable from outside under emergency situations?		
Are flushing arrangements, dispensers and toilet paper mounted between 500mm and 1200mm?		
Are flushing mechanisms easy to operate?		

	o Is the floor material skid-proof, well drained and waterproofed?		
	o Do pivoted doors open outwards?		
I	**EATING OUTLETS**	**Y/N**	**RECOMMENDATIONS**
	o Is the eating outlet identifiable?		
	o Is the eating outlet accessible to people with disabilities?		
	o Is there a circulation path of at least 900mm wide to allow a wheelchair user to move around the eating outlet?		
	o Are the cash and service counter height below 850mm?		
	o Is the table accessible with a height of 750mm to 850mm and knee space of 750mm wide and 480mm deep?		
	o Do the tables with fixed stools have accessible spaces for wheelchairs?		
J.	**PUBLIC TELEPHONES**	**Y/N**	**RECOMMENDATIONS**
	o Are there public telephones accessible to wheelchair users?		
	o Is there at least one telephone in the building equipped with a loop induction unit?		

	identification by touch?		
	Is there proper signage directing to the public telephone?		
	Are the height of the operable parts of the telephone between 800mm and 1200mm?		
	Is there a clear knee space of more than 750mm?		
K	**RESTING FACILITIES**	**Y/N**	**RECOMMENDATIONS**
	Where there are large spaces are resting facilities provided between 100.00m to 200.00m?		
	Is there an adjoining space for a wheelchair next to benches and public seats?		
	Are public seats between 450mm and 500mm height?		
	Are the tops of tables between 750mm and 900mm height?		
	Are knee spaces at accessible tables at least 750mm high, 900mm wide and 480 mm deep?		
L	**RECEPTION & INFORMATION COUNTERS**	**Y/N**	**RECOMMENDATIONS**
	Are the counters easily identifiable?		

Is the counter height between 750mm to 900mm?		
Is a part of the counter lowered to accessible height?		
Is a loop induction unit installed at the counter?		
Are there tactile pictographic maps of the building near the counter?		
Is the counter well illuminated?		